

Sample Business Proposals



DOJ Federal Government Grant Proposal #2

Scroll down to see the rest of this truncated sample.

When purchased, the complete sample is 41 pages long and was written using these Proposal Pack templates:

SCROLL
DOWN



Cover Sheet, Title Page, Table of Contents, Abstract, Cost Summary, Needs Assessment, Goals and Objectives, Expected Results, Project Methods, Planning, Implementation Plan, Project Management, Time Line, Evaluation, Performance Requirements, Cost/Benefit Analysis, Resources, Mission Statement, Capabilities, Company History, Geographic Information, Sources of Funds, Sustainability, Personnel, Executive Bio, Resume, Organizational Structure, Flow Chart, Commitment Letters, List of Supporters, Worksheet, Supplied Form



This sample proposal was created using [Proposal Pack for Government Grants](#). In the retail Proposal Pack you **get the entire collection of sample proposals (including this one) plus over a thousand editable templates** for creating an unlimited variety of custom proposals.

▶ [Purchase Proposal Pack for Government Grants](#) to get this sample's design theme.

The sample below **DOES NOT** include all of the content. The complete version is included in every Proposal Pack product and must be purchased to see the rest of the material.

Read this article to help you create a winning proposal using your Proposal Pack and this sample: [HOW TO WRITE A RESPONSE TO A FEDERAL, STATE OR LOCAL GOVERNMENT RFP](#)

Your proposal and quote could be just a couple pages long or over a hundred pages long depending on your needs, *all created with one affordable Proposal Pack*.

*** PDF samples are not editable. You MUST buy a retail Proposal Pack for the editable templates.

**APPLICATION FOR
FEDERAL ASSISTANCE**

1. TYPE OF SUBMISSION: Application Construction		2. DATE SUBMITTED	Applicant Identifier
Pre-application Construction		3. DATE RECEIVED BY STATE	State Application Identifier
Non-Construction Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: City of Redmond, WA	Organizational Unit: Office of the Mayor
Address (give city, county, state, and zip code): 1234 New Street, Redmond, WA 09852	Name and telephone number of the person to be contacted on matters involving this application (give area code) John Jacobs (425) 555-1212

6. EMPLOYER IDENTIFICATION NUMBER (EIN):	7. TYPE OF APPLICANT: (enter appropriate letter in box)												
<table border="1"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td></td><td></td><td></td> </tr> </table>	1	2	3	4	5	6	7	8	9				A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify):
1	2	3	4	5	6	7	8	9					
8. TYPE OF APPLICATION:	9. NAME OF FEDERAL AGENCY: Office of Juvenile Justice and Delinquency Prevention												
New Continuation Revision If Revision, enter appropriate letter(s) in box(es): A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify):													

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:					
<table border="1"> <tr> <td>1</td><td>6</td><td>5</td><td>4</td><td>3</td> </tr> </table> TITLE: Missing Children Assistance	1	6	5	4	3	Fighting Internet Crimes Against Children
1	6	5	4	3		
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.): Southwest Washington State						

13. PROPOSED PROJECT:	14. CONGRESSIONAL DISTRICTS OF:
Start Date Ending Date	a. Applicant WA04 b. Project WA04

15. ESTIMATED FUNDING:	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?
a. Federal \$ 300,000 .00 b. Applicant .00 c. State \$.00 d. Local \$.00 e. Other \$.00 f. Program Income \$.00 g. TOTAL \$ 300,000 .00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: 00/00/0000 b. NO. PROGRAM IS NOT COVERED BY E.O. 12372 OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
	Yes If "Yes," attach an explanation. No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED

a. Typed Name of Authorized Representative: John Jacobs	b. Title: President	c. Telephone number (425) 555-1212
d. Signature of Authorized Representative		e. Date Signed: 00/00/0000

Date: 00/00/0000
Name: City of Redmond, WA.
Address: 1234 New Street
Redmond, WA 09852

(PH) (425) 000-0000
(FX) (425-000-0000

Project name: Fighting Internet Crimes Against Children

Reason for grant: Provide training, technical assistance, victim services and community outreach

Grant request: \$300,000

Tax status: IRS 501(c)(3) exempt status

Total company budget: \$21,000,000

Dates covered by budget: 00/00/0000 to 00/00/0000

Total project budget: \$300,000.00

Dates covered by project 00/00/0000 to 00/00/0000

Director: John Jacobs, President

Contact: John Jacobs, President
(425) 555-1212

<< Many grant funders will require a list of items to be included in a cover sheet. Update this cover sheet as needed if you are given explicit instructions by a grant funder. The cover sheet is a short, one page summary at the beginning of your grant proposal. >>

Project

City of Redmond
123 New Street
Redmond, WA 98452

(PH) (425) 555-1212
(FX) (425) 555-1213



Fighting Internet Crimes Against Children

Prepared for:

U.S. Department of Justice
Office of Juvenile Justice and
Delinquency Prevention

Prepared by:

John Jacobs
President

Description

Fighting crimes on the Internet against children requires the collaboration of federal, state and local law enforcement agencies in order to operationalize quick responses to advanced communications and information technologies used to exploit children. This grant application seeks to address the online enticements and child pornography by providing training and technical assistance to local organizations and services.

CFDA Title: 16.543

Table of Contents

Form SF-424	1
Grant Cover	2
Program Narrative		
Abstract	6
Statement of the Problem		
Needs Assessment	7
Impact/Outcomes and Evaluations		
Goals and Objectives	8
Expected Results	9
Evaluation	10
Performance Requirements	11
Project/Program Design and Implementation		
Project Methods	12
Implementation Plan	13
Flow Chart	15
Resources	16
Cost Summary	17
Cost Benefit Analysis	18
Project Management	19
Sustainability	20
Capabilities/Competencies		
Capabilities	21
Personnel	22
Organizational Structure	23
Mission Statement	24
Company History	25
Executive Bio	26
Sources of Funds	29
Planning	30

Budget and Budget Narrative

Budget Detail Worksheet 31
Indirect Cost Agreement 33

Other Attachments

Time Line 34
Resume 35
Memoranda of Understanding 36
Commitment Letters 37
List of Supporters 39

Geographic Information

Geographic Information 40

Abstract

The purpose of the Fighting Internet Crimes Against Children program is to help state and local law enforcement personnel develop vigorous responses created by online programming targeting children through enticements and pornography. The answer to this on-going challenge includes both investigative and forensic elements. All efforts are executed through training and technical assistance.

This program addresses challenges identified through local assessments regarding the growing number of children and teenagers using the Internet, and the explosive growth of pornography and sexual predators.

The FY XXXX Justice Appropriations Act (Public Law No. XXX-XXX) directed the Office of Juvenile Justice and Delinquency Prevention to build a national network of federal, state and local law enforcement officials to collaborate on cases of child sexual exploitation.

Needs Assessment

Local Need

The issues and problems surrounding Internet crimes against children nationally are mirrored locally in Washington State. The Redmond, Washington Office of Public Safety has aggressively pursued these crimes since officially forming the Computer Crimes Unit within the Criminal Investigations Bureau (CM) of the local Police Department. We face the same problems afflicting law enforcement across the United States. The steady increase in the volume of all computer related crime has exploded in the past few years resulting in less and less time for our law enforcement officers to devote to these investigations.

Our State of Washington enforcement agency only employs 6 agents to cover this challenge, when it is clear they need 15 full time employees. Statewide the Washington forensic labs employ only ten forensic examiners. They have repeatedly requested 25 examiners to process all computer related evidence for state and local agencies. Lack of dedicated resources has resulted in the Washington State taking a back seat to these challenges and agreeing to participate in only the most complex related cases. Examples of work:

- An undercover operation by the Redmond Police Department Computer Crimes Unit Detective posed as a 14 year old girl on the Internet resulting in the arrest of a local man. The predator had contacted the girl through MYSAPCE profile. He later sent her unsolicited instant messages, and when answered by the detective turned the conversation into a request for sex and asked to meet her at the local pizza parlor.
- Local high school teacher was sending child pornography over the Internet; he created images and used a list serve and a newsgroup. Once the Unit seized his computer it was ascertained that he had additional child pornography revealing children as young as seven years old.

These examples related directly to the national problem of online predators and child pornography in southwest Washington. Washington State had no coordinating agency therefore; we assembled our own data through surveys conducted in June and July of this year. The results clearly showed that it took less than 15 minutes once the detective was logged on to be approached by an adult. It is expected that this funding provides the opportunity for the Redmond Police Department to expand its infrastructure and resources to affect these issues in southwest Washington State.

Goals and Objectives

Goals	Objectives	Action Items
<p>1. Expand capabilities for the prosecution of Internet crimes against children in southwest Washington State</p>	<p>1.1 Recruit and orient a new Internet Crimes Against Children Task Force in southwest Washington 1.2 Ensure diverse membership of the task force and include federal, state, regional and local social services, law enforcement, and children services officials.</p>	<p>1.1.1 Conduct orientation meeting with recruited members of the task force 1.2.1 Build selection criteria that ensure appropriate credentials among the members of the task force 1.2.2 Conduct regular meetings</p>
<p>2. Write new policies and procedures to support investigative and prosecutor functions in the Internet crimes against children in southwestern Washington State.</p>	<p>2.1 Establish a dissemination process for the task force and confirm that all members received the drafts of policies and procedures that comply with federal and state standards</p>	<p>2.1.1 Confirm receipt of all draft policies and procedures by task force members; 2.1.2 Conduct a vote on the new policies to confirm their use by the task force</p>
<p>3. Train and equip task force investigators with state of the art tools and techniques</p>	<p>3.1 Conduct a SWOT analysis to capture needs and opportunities for training and investigative processes</p>	<p>3.1.1 Prepare training curricula 3.1.2 Conduct training in accordance with federal and state standards</p>
<p>4. Develop online case management system that is integrated across agencies with shared common tools such as MS Project; MS ShareNet</p>	<p>4.1 Establish requirements list 4.2 Analyze and finalize systems requirements 4.3 Execute Deployment Plan among agency participants for use by task force members</p>	<p>4.1.1 Conduct a requirements audit to ensure that content, systems requirements and deployment tasks are completed on time and within budget</p>

Expected Results

We anticipate both financial and technical benefits to all the participant agencies as follows:

Financial Benefits

- Reduced cost of training, travel, and execution of new procedures for field investigators, generating a 15% cost reduction to each agency
- Lower costs in the purpose of computers, software, and training manuals as the task force agencies with work as a group and generate a new supply chain for the area that projects a 10% overall reduction in costs for the above items.

Technical Benefits

- Ability to track and identify predators quickly;
- Ability to track calls, internet contacts, and instant messages quickly and efficiently;
- Ability to integrate computer systems and train law enforcement officials simultaneously to respond to the new technology-facilitated strategies employed by predators.



S A M P L E

This sample has been truncated to only show the first few pages. The complete version of this sample is included with Proposal Kit Professional or Proposal Pack at:

<http://www.proposalkit.com/htm/products.htm>